

**OFFICE OF ATTORNEY GENERAL**

## Gaming Division

**EMPLOYEE ACKNOWLEDGMENT**

July 1, 2013

POSITION	PROVISIONS	TITLE OR SUBJECT
Governing Board (Recommended)	N.D.Century Code (N.D.C.C.) subsection 53-06.1-06(3) N.D.C.C. section 53-06.1-11.1 N.D.Administrative Code(N.D.A.C.) chapter 99-01.3-02 N.D.A.C. chapter 99-01.3-03 N.D.A.C. chapter 99-01.3-14	Persons Permitted to Conduct Games – Equipment Restricted Use of Money in Certain Political Activities – Eligible Uses of Net Proceeds General Rules Accounting Rules Eligible Uses
Gaming Manager	N.D.C.C. subsections 53-06.1-03(2), (4) & (6) N.D.C.C. section 53-06.1-06 N.D.C.C. section 53-06.1-07.2 through 53-06.1-10.1 N.D.C.C. section 53-06.1-11 N.D.C.C. section 53-06.1-12 N.D.C.C. section 53-06.1-15.1 N.D.C.C. section 53-06.1-16  N.D.A.C. section 99-01.3-01-02 N.D.A.C. section 99-01.3-01-03 N.D.A.C. section 99-01.3-01-04 N.D.A.C. chapter 99-01.3-02 N.D.A.C. chapter 99-01.3-03 N.D.A.C. chapters 99-01.3-04 through 12.1	Local Permits, Site Authorizations, and Licenses Persons Permitted to Conduct Games – Equipment Section on each game type conducted Gross Proceeds - Allowable Expenses - Rent Limits Gaming Tax – Deposits and Allocations Authority of the Attorney General Violation of Law or Rule - Fraudulent Scheme or Technique to Cheat or Skim Unlawful – Penalty Site Authorization License Reporting a Change in Information General Rules Accounting Rules Chapter on each game type conducted
Shift Manager	N.D.C.C. section 53-06.1-15.1 N.D.C.C. section 53-06.1-16  N.D.A.C. chapter 99-01.3-02 N.D.A.C. chapter 99-01.3-03 N.D.A.C. chapters 99-01.3-04 through 12.1	Authority of the Attorney General Violation of Law or Rule - Fraudulent Scheme or Technique to Cheat or Skim Unlawful – Penalty General Rules Accounting Rules Chapter on each game type conducted
Bookkeeper	N.D.C.C. section 53-06.1-11 N.D.C.C. section 53-06.1-12 N.D.C.C. section 53-06.1-07.2 through 53-06.1-10.1 N.D.A.C. chapter 99-01.3-02 N.D.A.C. chapter 99-01.3-03 N.D.A.C. chapters 99-01.3-04 through 12.1	Gross Proceeds – Allowable Expenses – Rent Limits Gaming Tax – Deposits and Allocations Section on each game type conducted General Rules Accounting Rules 'Recordkeeping' section only on each game type conducted
Count Team	N.D.A.C. section 99-01.3-03-06 N.D.A.C. section 99-01.3-03-10 N.D.A.C. section 99-01.3-08-14	Gross Proceeds, IOUs, Documenting Cash & Chip Banks Bank Deposit and Audit Drop Box Cash Count
All On-Site Employees	N.D.A.C. subsection 99-01.3-02-03(1) N.D.A.C. subsection 99-01.3-02-03(5) N.D.A.C. subsection 99-01.3-02-03(7) N.D.A.C. section 99-01.3-02-05 N.D.A.C. section 99-01.3-02-08  N.D.A.C. section 99-01.3-02-09 N.D.A.C. subsections 99-01.3-03-04(12) & (17) N.D.A.C. section 99-01.3-03-06  N.D.A.C. section 99-01.3-03-07 N.D.A.C. section 99-01.3-03-08 N.D.A.C. chapters 99-01.3-04 through 12.1	Identification Tag Modifying State Gaming Stamp or Flare Inside Information Prohibited Lessor and Organization – Restrictions Currency of Play, Credit Play, and Borrowing from Gaming Funds Persons Restricted from Playing Games Restrictions and Requirements Gross Proceeds, IOUs, Documenting Cash & Chip Banks Prize Register Record of Win Chapter on each game type conducted
Distributor Owner and Salesperson	N.D.A.C. chapter 99-01.3-15	Distributors

N.D.A.C. 99-01.3-02-10(2):

An employee shall read and acknowledge in writing, within thirty days of employment and the effective date of new gaming laws or rules, that the person has read and understands the provisions that relate to the person's job duties. The attorney general shall designate the provisions to be read. An acknowledgment must be dated, reference the provisions, and be part of the person's personnel file.

Name

Position

Date